

**MINUTES**

**UTAH  
SOCIAL WORKER LICENSING BOARD  
MEETING**

**October 9, 2013  
Room 474, 4<sup>th</sup> Floor – 9:00 A.M.  
Heber M. Wells Building  
Salt Lake City, UT 84111**

**CONVENED: 9:07 A.M.**

**ADJOURNED: 1:34 P.M.**

**Bureau Manager:**

Richard J. Oborn

**Board Secretary:**

Lee Avery

**Board Members Present:**

Doran Williams, Chairperson  
Susan Egbert, Vice Chairperson  
Tanya Nagahiro  
Donna Didas  
Kathleen Anderson

**Board members excused:**

Nathan Strait  
Mandy Donovan

**Swear in new Board Member:**

Ms. Donovan was unable to attend this meeting.

**Rule hearing for Utah Admin. Code R156-60**

Ms. Jennie Johnson, Administrative Law Judge, officiated the rule hearing.

**DOPL Staff Present:**

Susan Higgs, Compliance Specialist

**Guests:**

none

**TOPICS FOR DISCUSSION**

**DECISIONS AND RECOMMENDATIONS**

**ADMINISTRATIVE BUSINESS:**

**MINUTES:**

The Board reviewed the minutes dated August 1, 2013, Ms. Didas made a motion to approve the minutes. The motion was seconded by Ms. Nagahiro and carried unanimously.

**COMPLIANCE REPORT:**

Ms. Higgs reviewed the compliance report

1. Ms. Monique Crowley (McKay) is in compliance with

with the Board.

her stipulation. She submitted a supervisor report for August and September, her job description, CE certificates, and an essay. She is looking for the certificate for the CE course she completed. She submitted a CV for her supervisor.

**Discussion:**

The Board noted that Ms. Crowley needs to attend CE course in the beginning of her probation and submit an essay and attend CE courses towards the end of her probation and submit an essay. The Board would like to see her amend her essay to show she has internalized what she learned. The Board is requesting clarification noted in the supervisor report regarding how Ms. Crowley is supervising her supervisor.

2. Charles Andrews is in compliance with his stipulation. He is not working in the field. He continues working at the food bank and submitted a supervisor report for September.

3. Kent Larson is in compliance with his stipulation. He submitted his supervisor report for his private practice and from Youth Services. The Board may want to consider moving his reports to quarterly.

4. Ronald Palmer is in compliance with his stipulation. He completed his CEs and essay. He is not required to have a supervisor.

5. Kristi Robles is in compliance with her stipulation. She submitted August and September supervisor reports. Her supervisor submitted a letter supporting early termination of Ms. Robles probation.

**Discussion:**

The Board noted that in June she was requested to submit a letter requesting early termination of her probation and include what she has learned from this process. This letter has not been received yet. The Board would like this letter before considering early termination.

6. Michael Rigby is in compliance with his stipulation. He does not need a supervisor. He completed CEs and will bring the certificates with him. He submitted his essay.

**Discussion:**

The Board noted that Mr. Rigby submitted a very good essay. He internalized his violations and what he learned.

7. Cynthia Tangren is in compliance with her stipulation. She submitted her supervisory reports. She is self employed and does not submit an employer report. She completed six of the ten CE hours requested under her stipulation. The Board may want to consider moving her reports to quarterly.

8. Ron Day, new probationer. Mr. Day advised Ms. Higgs that he is surrendering his license.

#### **APPOINTMENTS:**

Monique Crowley, probation interview

Ms. Crowley's interview was conducted via telephone. Ms. Didas conducted the interview. Ms. Crowley stated she has been in CA for a conference. The Board advised Ms. Crowley that she needs to provide certificates of completion for the CE courses she completed. The Board would like her to revise her essay to include what she learned from the course, how she would use what she learned in her practice and how she would apply it to help herself and others. She could also include what she learned from the law ethics course taught by Mr. Oborn. The Board advised Ms. Crowley that her supervisor report from Ms. Corina indicated Ms. Crowley is training her. The Board questioned this statement. Ms. Crowley stated she has been training Ms. Corina in the policy and procedures of the facility. The Board advised Ms. Crowley she needs to submit a copy of the organization chart. The Board will keep her supervisor reports monthly until the next Board meeting. The Board reminded Ms. Crowley that five hours of CEs will be due January 2015. The Board asked to see Ms. Crowley on December 5, 2013. **Ms. Crowley is in compliance with her stipulation.**

Charles Andrews, probation interview

Mr. Andrews met with the Board. Ms. Nagahiro conducted the interview. Mr. Andrews stated he continues looking for employment in the field. He is currently working with Volunteers of America (VOA) teaching classes in relapse prevention and anger management. The Board advised Mr. Andrews that he needs to make sure the representatives of VOA know his license is on probation. He needs to review his stipulation with them. If there is a LCSW who would be willing to submit supervisor reports the Board would consider using this time towards his probation time. The Board asked Mr. Andrews to contact Ms. Higgs if

he gains employment between now and December 2013. The Board asked to see Mr. Andrews on February 6, 2014. **Mr. Andrews is in compliance with his stipulation .**

Kent Larson, probation interview

Mr. Larson met with the Board. Ms. Egbert conducted the interview. Mr. Larson stated he is looking at probation with the Board as a way to help him grow, learn, and make adjustments in his practice. The Board advised Mr. Larson the Board is impressed with this view. The Board noted that his supervisor indicated his work attitude shows the same sentiments. Board asked him to have his supervisor include more content in the supervision report. Mr. Larson stated his supervisor has given him good feedback that has been very helpful. Mr. Larson stated that since his last meeting with the Board he is trying to be more aware of how the client feels to ensure they are getting from him what they need and making sure they are comfortable with how things are progressing. He has been doing a lot of soul searching and reviewing his practice. Mr. Larson stated he installed a sound system in his home office because there was a concern regarding clients in the office overhearing therapy with another client. Mr. Larson stated he is growing and becoming a better custodian of records and therapist. The Board discussed moving Mr. Larson's meeting with the Board to quarterly and moving his supervisor reports to quarterly. Ms. Anderson made a motion to have him meet with the Board quarterly and supervisor reports submitted quarterly. The motion was seconded by Ms. Didas and carried unanimously. The Board asked to see Mr. Larson on February 6, 2014. **Mr. Larson is in compliance with his stipulation.**

Ron Palmer, probation interview

Mr. Palmer met with the Board. Ms. Anderson conducted the interview. Mr. Palmer stated that things are going well. The Board noted that he completed all CEs and the written essay. The essay has been accepted by the Board. The Board noted that Mr. Palmer's probation is for one year and he has completed almost six months. Mr. Palmer stated the ethics courses were very helpful to him. He needs to learn how to care about his patients professionally, not personally. The Board encouraged Mr. Palmer to share his plan regarding ethical issues and crossing

boundaries with a client when he meets with the Board in December. The Board asked to see Mr. Palmer on December 5, 2013. **Mr. Palmer is in compliance with his stipulation.**

Kristi Robles, probation interview

Ms. Robles met with the Board. Ms. Nagahiro conducted the interview. Ms. Robles stated that since the last time she met with the Board, she needed to submit additional letters regarding her request for early termination of her probation; however, her therapist wanted to see her a couple more times before he writes a letter supporting termination of her probation. The Board advised Ms. Robles she needs to submit a formal request asking for early termination of her probation. She needs to include why she feels she should be released and what she has learned through this process. The Board noted that Ms. Robles has been in compliance with her stipulation and she has kept up with the Board's request. The Board will consider her request for early termination at the December Board meeting. The Board encouraged her to submit her letter and her therapist's letter by November 20, 2013. The Board asked to see Robles on December 5, 2013. **Ms. Robles is in compliance with his stipulation.**

Michael Rigby, probation interview

Mr. Rigby met with the Board. Ms. Didas conducted the interview. The Board advised Mr. Rigby his essay was reviewed and was very well written. The Board noted that he included the reason his license is on probation, taking responsibility for his actions and the steps he has taken through training and self reflection to keep him from making the same mistakes. Mr. Rigby stated that he continues attending the training courses and is learning more in every course he takes. Mr. Rigby stated he gave Ms. Higgs his CE certificate. The Board asked to see Mr. Rigby on December 5, 2013. **Mr. Rigby is in compliance with his stipulation.**

Cynthia Tangren, probation interview

Ms. Tangren met with the Board. Mr. Williams conducted the interview. Ms. Tangren stated things are going okay. She is working for a hospice agency now and contracts work for Children's Services Society in Salt Lake. This is a home adoption study and they have reviewed her stipulation. Ms. Tangren stated she is working about 18 to 20 hours a week for hospice. The

Board advised Ms. Tangren that she will need to provide two supervisor reports. The forms may be printed from the DOPL website. She has completed six CE hours and needs to complete an additional four CE hours. She needs to submit information regarding the title of the course and the course objects for the Board to review. The Board stated that it is okay to obtain some CE courses online; however, the Board wants Ms. Tangren to physically attend some CE courses. Ms. Tangren stated she completed laws and ethics course in March. The Board asked to see Ms. Tangren on December 5, 2013. **Ms. Tangren is in compliance with her stipulation.**

Ron Day, first probation interview

Mr. Day advised Ms. Higgs that he will surrender his license.

Gary Poulsen, CSW applicant

Mr. Poulsen met with the Board. Mr. Oborn reviewed the information packet with the Board. Mr. Poulsen is meeting with the Board to request that his CSW license be reinstated. Mr. Oborn stated that the Board may issue a license without restrictions, issue a license with restrictions and include the specific requirements, or deny his request for license. Mr. Poulsen stated he has been doing therapy and plans to continue with therapy if his license is reinstated. He feels this helps keep him pointed in the right direction. He feels he has learned a lot from this experience including a better understanding of his scope of practice. Mr. Poulsen stated he has been teaching at SL Community College and plans to continue teaching. He has established a support system with his family and friends. Mr. Poulsen accepted responsibility for the violations. The Board encouraged Mr. Poulsen to obtain continuing education hours. The Board stated that while CSWs are not required by rule to obtain CEs, the information supplied is very helpful to those wanting to learn. The Board recognized that how he reacted to the prior denial of his application and worked on the deficiencies was positive. The Board noted that his therapist indicates a support for reinstatement of Mr. Poulsen's license. Mr. Palmer stated that if the Board recommended a restricted license he would accept it under any conditions because he sees this as part of his growth. Ms. Didas made a motion to issue Mr. Poulsen a license with conditions. The motion was seconded by

Ms. Nagahiro and carried unanimously. Ms. Anderson made a motion to adopt the following requirements for Mr. Poulsen's stipulation. The motion was seconded by Ms. Didas and carried unanimously.

Conditions of the stipulation should include the following: (1) 5 year probation; (2) supervision outside his employment with no previous relationship, professionally or personally; (3) continued personal therapy with reports to the Board; (4) therapy needs to target current issues around decision making errors, relapse, other issues he and the therapist identify he needs to work through; (5) submit employer reports; (6) submit supervisor reports; (7) work 40 hrs more or less at Board's discretion; (8) during 1st year of probation, need to complete 20 hrs of CEs, with topics to be determined by the Board, at least 3 hrs in ethics during the 1st year, with an essay after the CE hrs; (9) complete 5 CE hours for every subsequent year followed by essay; (9) Board approval of where he works. He would need to submit a job description. He would be okay to begin to start employment without Board approval, but the Board could determine if he keeps the job; (10) supervision will be one hour for every forty hours of work; and (11). supervisor will review cases at a minimum of once a month. Mr. Oborn will draft the stipulation and forward it to the Board and Mr. Poulsen for review.

Hugh Bates, future applicant for LSCW reinstatement

Mr. Bates cancelled his appointment with the Board.

#### **DISCUSSION ITEMS:**

##### **1. Upcoming ASWB Meetings**

Mr. Oborn advised the Board that Mr. Strait will attend the upcoming ASWB meeting.

##### **2. Identification of items to be placed on next Board meeting agenda**

Mr. Oborn reminded the Board to contact him with discussion items for the agenda.

#### **Not on the agenda:**

Mr. Oborn advised the Board that the Division is working with ASWB to streamline the examination and application process.

#### **CORRESPONDENCE:**

There is no correspondence at this time.

**NEXT SCHEDULED MEETING:** December 5, 2013

**2014 Board meetings tentatively scheduled**  
February 6, April 3, June 5, August 7, October 2,  
December 4.

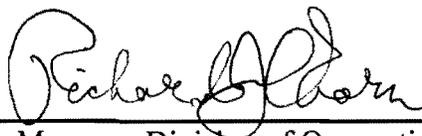
**ADJOURN:** Motion to adjourn at 1:34 P.M.

*Note: These minutes are not intended to be a verbatim transcript but are intended to record the significant features of the business conducted in this meeting. Discussed items are not necessarily shown in the chronological order they occurred.*

12/5/13  
Date Approved

(ss)   
Chairperson, Utah Social Worker Licensing Board

12/5/13  
Date Approved

(ss)   
Bureau Manager, Division of Occupational &  
Professional Licensing